



**URBAN FORESTRY BOARD
REGULAR MEETING
Wednesday, November 14, 2012 - 5:30 p.m.
Parks and Recreation Annex Building
919 W. 28 ½ Street
Austin, Texas 78705**

**URBAN FORESTRY BOARD
MINUTES**

**REGULAR MEETING
WEDNESDAY, NOVEMBER 14, 2012**

Board Member in Attendance:

Board Chair Patrick Brewer, Board Vice-Chair Tom Hayes, Board Members Nicholas Classen, Ryan Fleming, Christopher Kite. Board member Maceo was absent.

Staff in Attendance:

Parks and Recreation Department:

Pat Fuller, Division Manager, Park Ranger Division
Angela Hanson, Executive Liaison
Robert Clawson, Staff Liaison

Austin Energy Department:

Ray Henning, Line Clearance Superintendent

Ex-Officio Member in Attendance:

Jessica Wilson, Environmental Conservation Manager, Watershed Protection Department Director Designee
Michael Embesi, City Arborist, Planning and Development Review Department

MEETING MINUTES

A. CALL TO ORDER

Board Chair Brewer called the meeting to order at 5:35P.M.

B. APPROVAL OF MINUTES

1. Motion made by Board member Kite, seconded by Board member Classen to approve the meeting minutes of October 17, 2012. All in favor.

C. CITIZEN COMMUNICATION

The first 4 (four) speakers signed up prior to the calling of the meeting to order are allowed a three-minute allotment each to address their concerns regarding items not posted on the agenda.

Sharon Blythe – UFB citizen communication -- Concern about meeting location posted on City's Boards and Commission website. Concerns about UFB proposed changes to citizen communication rules. Concern about limiting number of citizen communication speaking slots. Issues at City cemeteries. Concerned

about volunteers not be able to volunteer. Concern about six City employees and six Board members at the meeting. Too staff over-weighted. Is there is need for the ex-officio members?

Board member Classen had a question about the role of the ex-officio members. Stated they act as consultants to the Board. They don't speak unless spoken to. Board Chair Brewer stated they are members of the Board and the rule of speaking unless spoken to also applies to members of the Board. Ex-officio members are not voting members. Board member Brewer stated the ex-officio members duties are the same as the members of the UFB, however, they do not vote.

Scott Johnson – Utility Bill Donation Box update. Spoke at a UFB meeting last year. Moved a rec through UFB to have a third donation box. Found to not be possible due to billing system. Idea to add to Tree Planting Fund and rename and collect for tree planting, park needs and library needs. Has met with City of Austin staff to increase awareness and possible donations through utility bills and can fund be renamed and repurposed. Austin Energy has agreed to attempt this. Mr. Johnson to send information UFB made recommendation in 2003 to review.

D. ANNOUNCEMENTS

Angela Hanson -- introduced Leah Haynie, helping Forestry program with Comprehensive Forest Plan. Background working with Climate Plan.

Jessica Wilson -- finalizing Agenda for this year's Grow Green Landscape Professional Training. Series of five Wednesday, late January through February 2013. Also to include firewise landscaping.

Mike Embesi – significant tree plants over the last month.

Chair Brewer – Board member Ryan Fleming recently got married. Also, Jessica Wilson engaged.

E. DISCUSSION AND ACTION ITEMS

1. Discussion and recommendation of possible action for submittal of UFB comments on the proposed Urban Wildland Interface code to lessen fire hazards in the Austin Area. Presenter: UFB Working Group – Urban Wildland Interface working Group. Motion made by Member Fleming to postpone to December Agenda, seconded by member Hayes. All in favor.
2. Presentation and discussion of written rules and procedures for conducting future Urban Forestry Board meetings. Presenter: Patrick Brewer, Board Chair. Propose citizen communication sign-in sheet for action and non-action items. Motion made by Member Kite, seconded by Member Classen to Adopt presented guidelines with changes – limit briefings to 10 minutes, all questions to follow briefings, and no citizen communication time donation unless allowed by Chair. All in favor.
3. Provide recommendations to City Council on the Barton Springs Grounds Improvement Plan. Presenter: Patrick Brewer, Board Chair. Motion made by Member Fleming, seconded by Member Kite to place on December Agenda. All in favor.
4. Discussion and approval of American National Standards Institute's A300, Z133, and 60.1. as the standard of care for trees and plants for the City of Austin. Presenter: Angela Hanson, (Acting) Program Manager, Parks and Recreation Department, Urban Forestry Program. Motion made by Member Kite, seconded by Vice-Chair Hayes to recommend to approve adoption of the American

National Standards Institute's A300, Z133 and 60.1 as standard of care for public trees in Austin, as well as any updates. Question raised by Member Classen as to why the UFB is being asked to adopt this item. Why would this not be adopted by PARD's Forestry Unit? Chair Brewer stated that the UFB is an advisory board and serves in advisory capacity to the city. UFB role is state this is an appropriate standard to be used. Motion pulled. Motion made by Member Kite, seconded by Member Fleming to "Approve Urban Forester recommendation to adopt the most current version and any updates to the American National Standards Institute (ANSI) A300, Z133.1, and Z60.1 as the Standard of Care for trees and plants on public property in Austin and that staff should recommend to the Board standards that are more specific to Austin's urban forest and reflect city and department policies, laws and strategic plans and incorporate a review of the staff-generated Austin-specific standards into 2013 Strategic Goals Plan". All in favor.

5. Discussion for moving 2013 Urban Forestry Board meeting dates and/or time to allow for a different meeting space. Presenter: Patrick Brewer, Board Chair. Motion made by Member Kite, seconded by Member Fleming to move location for 2013 UFB meetings to Northwest Recreation Center, 2913 Northland, Austin. Vice-Chair Hayes opposed. All other members present in favor.
6. Announce UFB meeting dates and location for calendar year 2013. Presenter: Patrick Brewer, Board Chair. Motion made by Member Fleming, seconded by Member Classen to announce 2013 UFB meetings as Third Wednesday of each month and meeting times shall be 5:30PM to 8:30PM, no later than 10:00PM. All in favor.

F. BRIEFINGS

7. Austin Energy Line Clearance Monthly Update -- Ray Henning, Line Clearance Superintendent, Austin Energy. Customer calls trending down. Distributed 104 trees.
8. City Arborist Program Tree Presentation and Replenishment Monthly Update – Michael Embesi, City Arborist, Planning and Development Review Department. Keith Morris presenting for Michael Embesi. Vice-Chair Hayes stated he would like to see more information on this report such as how the fund is being used and what it's being used for.
9. City Arborist Program Heritage Tree Monthly Update – Michael Embesi, City Arborist, Planning and Development Review Department. Keith Morris presenting for Michael Embesi. Seventy-five heritage tree permits received. Vice-Chair Hayes asked if a column be added to report once a tree is removed, what happens in that site. Member Classen asked about the commercial site plans not being reported for three month. Mr. Morris stated there have been continued database problems.
10. Update on Republic Square Master Plan. Presenter: Philip Koske, Design Workshop. Item pulled. To be on December Agenda.
11. UFB Review and update on Strategic Goals Progress Report. Presenter: Patrick Brewer, Board Chair. Coming up on one year anniversary of Board annual retreat. Discussion to have this item on agenda monthly or annually. Include in Strategic Goals in special called meeting.

G. URBAN FORESTER EXECUTIVE LIAISON REPORT -- Angela Hanson, Acting Program Manager, Parks and Recreation Department, Urban Forestry Program, including:

- Monthly Notification: Removal of protected size trees on parkland that constitute an imminent public safety hazard.
- General Overview of Trees at Zilker Great Lawn. Sustainable tree practices considering ACL moving to two weekends and future F1 events. What steps are taken to remedy negative effects? In addition to third party mulching events, ACL and APF mulches trees on site every couple years. On ongoing basis, events office encourage those include root stimulation and aeration continue. Before ACL, Forestry is

contacted regarding clearance pruning. Reimbursed by ACL. Forestry Unit will be contacted regarding recommendations to prepare for 2013 events. Post event inspection for compaction – difficult to inspect. Negative impacts not visible immediately. Use available resources. All trees are inventoried and have condition ratings.

Agenda item approval form. Agenda items concerning PARD staff need the approval form completed, and forwarded to PARD executive staff, Cora Wright and Sara Hensley to ensure accurate information.

H. FUTURE ITEMS FROM BOARD MEMBERS

1. Briefing on Lower Shoal Creek and Seaholm Developments. Presenter: Marty Stump, Project Management Supervisor, Park Planning, Design and Construction, Parks and Recreation Department. Item pulled. To be placed on December agenda.
2. Discuss and make recommendations for staff about vegetation issues in the Lower Shoal Creek and Seaholm Developments. Presenter: Patrick Brewer, Board Chair. Item pulled. To be placed on December agenda.

Chair Brewer stated the need to set a date for the next Comprehensive Plan. Angela Hanson to coordinate.

I. ADJOURNMENT

Board Chair Brewer adjourned the meeting without objection at 8:24P.M.

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 4 days before the meeting date. Please call Robert Clawson at the Parks and Recreation Department, at 978-2600, for additional information; TTY users route through Relay Texas at 711.

For more information on the Urban Forestry Board, please contact Angela Hanson at angela.hanson@austintexas.gov or by phone at 974-9551.